

~~S E C R E T~~

14 - 20 December 1986

OC-CS

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OC-MPS

1. In response to a Comptroller request to the Deputy Director for Administration, MPS prepared and submitted a package offering suggestions on where the security posture of major communications facilities overseas could be improved. The

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2. On 15 December, MPS hosted a joint OC/OIT planning committee meeting in preparation for the development of cost analyses on Agency Fiscal-Year 1989-1993 New Communications Service requirements. OC is charged with coordinating the effort to assist the Directorates in completing their upcoming "new communications initiative" budget submissions.

OC-PBS

OC Divisions have submitted their initial Fiscal-Year 1989-90 new initiatives to PBS. The initiatives will be reviewed and ranked by the D/CO prior to forwarding them to the DDA.

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OC-AMD

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2. Basic Telecommunications Class 3-86 completed their Comprehensive Exercise on 18 December and a graduation ceremony was held the following day. The DD/CO travelled to the [redacted] specifically to address the class. In a related item, Basic Telecommunications Class 1-87 began their formal training on 15 December. This class of [redacted] students represents the largest Panel D basic training population in two years.

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5. As of 22 December, OC has achieved 100 percent of its Combined Federal Campaign total dollar goal. This is the first time in recent memory that the Office has successfully reached their required figure. A special message of appreciation from the D/CO will be forthcoming addressed to all who so generously participated in this year's campaign.

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OC-AMD (Cont.)

6. The Financial Services Branch would like to remind all travelers that regulations require original receipts (including air line ticket stubs) be attached to travel claims. Copies will not suffice without a certification as to why the traveler is unable to furnish original receipts. Submission of copies without a certification only delays the processing time of claims as FSB must contact the traveler and receive the certification before the accounting can be completed.

OC-CSD

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